



### District of Columbia Talent Pool Recommendation Form

Thank you for taking the time to recommend a distinguished educator who has demonstrated all of the following:

- Exceptional educational talent as evidenced by effective instructional practices and student learning results in the classroom and school;
- Exemplary educational accomplishments beyond the classroom that provide models of excellence for the profession;
- Strong long-range potential for professional and policy leadership; and
- Engaging and inspiring presence that motivates and impacts students, colleagues and the community.

Please complete a separate form for each individual as well as a one-page letter explaining how this person meets the criteria outlined above. **NOTE: THIS IS A CONFIDENTIAL PROCESS – INDIVIDUALS SHOULD NOT BE AWARE OF THIS RECOMMENDATION.** OSSE will complete a screening process and notify the educator and their recommender of talent pool acceptance. Please note that incomplete forms will not be included in the screening process.

#### Recommender's Information

Name:  
Job Title:  
Relationship to Nominee:  
Work Phone:  
Home Phone:  
Email:  
Best way to contact:

#### Nominee's Information

Name:  
Classroom Teacher/Principal/Other (Specify):  
Total Years in Current Role:  
Subject currently teaching:  
Grades(s) currently teaching:  
For principals, grade levels in building:  
For principals, number of years as an administrator:  
School Name:  
School Address:  
School Address:  
School Phone: School Fax:  
Will this person be at the same school site next year?  
Supervisor's Name:  
Supervisor's Email:  
Supervisor's phone: Supervisor's fax:  
Indicate ethnicity of educator being recommended:  
\_\_\_\_\_ White \_\_\_\_\_ Black/African American  
\_\_\_\_\_ Asian \_\_\_\_\_ Hispanic or Latino  
\_\_\_\_\_ Native American Indian or Alaska Native  
\_\_\_\_\_ Native Hawaiian or Other Pacific Islander

**References** – Please include the names and contact information for at least **three** individuals who would be good references for the nominee. We will call and interview these references. They can be colleagues, community members, supervisors etc. who know the educator well and would be knowledgeable about his/her work.

#### Reference 1

Name:  
Title:  
Work Phone number:  
Mobile or Home Phone number:  
Email:

Name:  
Title:  
Work Phone number:  
Mobile or Home Phone number:  
Email:

#### Reference 2

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Educator Licensure and Accreditation

810 First Street, NE, 5th floor, Washington, DC 20002

Phone: 202.741-6412 • Fax: 202.741.0227 • [www.osse.dc.gov](http://www.osse.dc.gov)

### **Reference 3**

Name:

Relationship to nominee:

Work Phone number:

Home Phone number:

Email:

**RATE** the educator from 1-10 (10 being highest) on the following four criteria and provide a paragraph to explain your rating. In your comments, please provide comprehensive explanations for why you feel the educator has earned the given rating. Cite evidence and examples whenever possible.

1. **Rating:** Exceptional educational talent as evidenced by effective instructional practices and student learning results in the classroom and school. Include citations of student achievement evidence that are a result of the educator's practices.

**Comments:**

2. **Rating:** Exemplary educational accomplishments beyond the classroom that provide models of excellence for the profession. Include committees, mentoring, awards, publications, presentations.

**Comments:**

3. **Rating:** Strong long-range potential for professional and policy leadership, i.e., predict the educator's potential to remain in education for at least 15 years and demonstrate leadership in the profession.

**Comments:**

4. **Rating:** Engaging and inspiring presence that motivates and impacts students, colleagues and the community. Do students perform at higher levels due to the educator, pursue certain careers, credit their success to the educator, etc.?

**Comments:**

Please cite awards and/or other recognition the educator has received:

Other Comments:

Colleges Attended:

Degrees:

Graduation Year:

**Complete information must be received by the extended deadline of Friday, June 24, 2011.**

Please email this form to Kadena Duncan-Lawrence at [kadena.duncan-lawrence@dc.gov](mailto:kadena.duncan-lawrence@dc.gov) . If you have any questions about the recommendation process, feel free to contact Erika Lomax, Director of Educator Licensure and Accreditation, by email [erika.lomax@dc.gov](mailto:erika.lomax@dc.gov). Our thanks to you again for your recommendation!

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